

1ST BATTALION 640TH REGIMENT (RTI)
Utah Army National Guard
17800 South Camp Williams Road
Riverton, Utah 84065-4999

UT-640-1BN

MEMORANDUM FOR WLC STUDENTS

SUBJECT: WLC Letter of Information

1. Here is some information you will need prior to attendance at the Warrior Leader Course at Camp Williams, Utah.

2. REPORTING INSTRUCTIONS:

a. POV: Report to HQ 640th Regiment (RTI) at the TASS Complex. Camp Williams is located at: 17800 S. Camp Williams Road, Riverton, Utah. You will report on the date of the course between 1100 and 1800 hrs. We encourage you to complete TRIPS on AKO prior to leaving HOR.

b. AIR: Arrive at the Salt Lake International Airport on the report date of the course. Military transportation will be provided from the airport to Camp Williams. Buses depart approximately every hour between 1100 to 1745 hrs from the west end of the Delta terminal. If you arrive before or after these times, transportation is your responsibility; average cost of transportation from the airport to Camp Williams is \$70. If you arrive at Camp Williams after 2400 hrs on the report date of the course, you will be denied enrollment unless prior approval has been received from academy leadership. If you arrive in Salt Lake City, UT after 1630 on the report date it is advised you eat prior to reporting to the 640th Regt on Camp Williams, UT. You can contact the Regiment at (801) 878-5442.

c. Because of heightened security measures, BPT present 2 forms of picture ID to enter Camp Williams.

d. Privately owned Weapons are not allowed on Camp Williams.

e. Do not arrive before the report date of the course unless you clear it with the Institute in advance. If you arrive early we cannot guarantee mess, billeting or transportation from the airport to Camp Williams.

f. You should not schedule a departure flight prior to 1030 hrs on the final day of the course without approval from the Commandant.

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3. **ENROLLMENT REQUIREMENTS:**

a. You must be in a Reserved “R” status in ATRRS. Soldiers not in an “R” status may not be enrolled unless a prior written request is made to this organization by your orders Issuing authority. A Wait status may change to a reserve status if there is a cancellation. Check with your unit ATRRS representative.)

b. Ensure that you meet height/weight and body fat standards as stated in AR 600-9. Students not meeting the standards will be allowed to continue in the course and will be given a “**Marginal**” rating in the performance summary block on the DA FORM 1059. Your height and weight will be measured during in processing. If you fail you will be measured again prior to graduation.

c. If you have a permanent profile, we recommend you fax a copy of **DA Form 3349** to this headquarters for our review, ensure you have a cover page with contact info on it. Fax to (801) 878-5578 or DSN 766-5578. Permanent profiles must allow the Soldier to meet the course physical requirements (para 4). The following rules apply to have a properly completed profile:

(1) P2 Profile: The DA Form 3349 must be signed by at least one profiling medical officer. It must not be so limiting as to preclude participation in all course events.

(2) P3/4 Profiles: The profiling medical officer and the approving authority must sign the DA Form 3349. You must have a copy of the MDRB/MMRB/MEB approval letter attached to the profile if on Active Duty. It must not be so limiting as to preclude participation in all course events.

d. You **will not** be enrolled if you have a temporary profile. (Exception: Commanders may send Soldiers with temporary profiles, due to participation in OIF/OEF, to WLC. Soldiers must arrive with a copy of their current temporary profile and a memorandum signed by the commander stating the profile is a result of injuries sustained due to participation in OIF/OEF. The soldiers will train within the limits of their profiles).

e. You must have a current periodic health assessment (PHA) or medical examination within the past 12 months to attend WLC.

f. Soldiers age 40 or over, have completed a Cardiovascular Screening as part of their PHA or medical exam within the last 5 years. The Pre-execution Checklist (PEC) Part 1, Line 10 must have the initials of the first line leader and Soldier

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g. You must bring a **completed** copy of the Pre-execution Checklist (Appendix H) of TRADOC Regulation 350-18 (October 2004 version or newer). The ATRRS automated Pre-execution Checklist will be accepted as long as it is signed. A copy can be downloaded from our home page <http://www.ut.ngb.army.mil/ut640rti/> . You and your Commander must review and initial each applicable requirement. **The Unit Commander must sign the Appendix H. If someone signs for the commander; a copy of the “Delegation of Authority” memorandum must be attached to the checklist.**

h. You should bring 10 copies of your orders. Your orders should contain the following statement: “Variation of travel itinerary authorized”

i. This course is approved for attendance by AC Active Duty Soldiers.

4. **PHYSICAL REQUIREMENTS:**

a. Conduct, demonstrate, and lead physical fitness training.

b. Negotiate rough terrain under varying climatic conditions.

c. Walk a minimum of 3200 meters with load carrying equipment (LCE) in a minimum of three hours.

d. Lift and carry all required packing list items (OCIE and CTA 50-900) for short distances.

e. Carry a 48 pound combat load that containing mission essential equipment (WEAPON, HELMET, UNIFORMS, LCE INCLUDED IN 48 LBS)

f. Lift and carry fuel, water, ammo, MREs or sandbags occasionally.

g. Low crawl, high crawl and rush for 3 to 5 seconds.

h. Move over, through and around obstacles.

i. Carry and fire individually assigned weapon.

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5. **ADDITIONAL INFORMATION:**

a. You will be housed in open bay billeting.

b. You must bring all uniforms and personal items listed on the clothing and equipment list. You can view the list on our web site **the RTI is not a supply source for clothing and equipment.**

c. Student information is available on our Home Page at <http://www.ut.ngb.army.mil/ut640rti/> or from the ATRRS SH screens.

d. WLC is a computer based course. You will be issued a computer that contains all required courseware.

e. Army Garrison Camp Williams (AGCW) is equipped with commercial wireless internet (AT NO CHARGE) in all barracks, billets and common areas (laundry room, Service Club, etc.) for MWR purposes. Soldiers attending training at the 640th Regiment (RTI) are encouraged to bring a personal laptop equipped for wireless to access the AGCW wireless internet; Student issued laptops are not equipped to access wireless internet and there are a limited number of internet Kiosk's within the RTI.

f. While attending courses at the Institute, your address will be:

Student Name
WLC/LC#
640TH REGIMENT (RTI)
17800 South Camp Williams Road
Riverton UT, 84065-4999

6. If you have any questions, please contact the Student Administrative Section at (801) 878-5735/5447 or DSN 766-5447 FAX at (801) 878-5372 or DSN 766-5372 after normal duty hours call the Staff Duty Officer at (801)878-5442. Our web site address is <http://www.ut.ngb.army.mil/ut640rti/>.

////////SIGNED////////
KENT R. MCCLURE
CSM, UTARNG
Commandant